



JUDICIAL BRANCH CERTIFICATION COMMISSION

Office of Court Administration

Licensed Court Interpreters

Application for Licensure Checklist

To become a Licensed Court Interpreter, you must complete and submit the following information:

☐ **PRE-EXAM ORIENTATION**

The applicant must successfully complete a 6 hour Commission Approved Orientation course before they are eligible to take the written and oral examinations. The certificate of completion must be submitted with the Licensed Court Interpreter License Application.

☐ **LICENSED COURT INTERPRETER APPLICATION**

This application must be completed to become a Licensed Court Interpreter to perform court interpretation services pursuant to Government Code, Chapter 157, Subchapter C.

This completed application is required prior to scheduling your Texas examination. If your application is approved, we will notify the exam provider (PSI) and they will send you a postcard to proceed with scheduling your examination. The exam fees will be paid directly to PSI.

☐ **FEES**

The license application fee is \$75. Fees must be in the form of a check, money order, or cashier's check payable to the Office of Court Administration. Mail fee and paperwork to the address indicated on the license application.

☐ **PASS A CRIMINAL HISTORY BACKGROUND CHECK BY DPS AND THE FBI.**

Please refer to the FAST Pass application and fingerprinting instructions on the [Forms](#) page of our website.

EXAMINATIONS ACCEPTED:

The Commission accepts examinations offered by the following entities as satisfying both the written and oral examination requirements:

- National Center for State Courts member state, (757) 253-2000,
- Federal Court Interpreter Certification, (916) 263-3494, and
- National Association of Judiciary Interpreters and Translators (NAJIT), <http://www.najit.org/>

The Commission accepts examinations offered by the following entities as satisfying the oral examination requirements if the above-mentioned entities do not offer an oral examination in that language.

- Federal Bureau of Investigation (FBI), Language Line Services (800) 752-0093,
- Lionbridge (888) 241-9141 ext. 3966, and
- Language Testing International (800) 486-8444 Academic Test

(Updated: 09/04/14)